

Carbon Reduction Plan

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1. Commitment to Achieving Net Zero

Rowfield Commercial Ltd. recognises the urgent need to address climate change and is committed to achieving Net Zero greenhouse gas emissions by 2050, in line with UK Government policy and the requirements of **PPN 006**.

This commitment has been formally adopted at Board level and is integrated into our strategic planning and project delivery. As a consultancy supporting critical infrastructure projects, we understand our responsibility not only to reduce our own impacts but also to encourage sustainable practices across our supply chain and partnerships.

Our approach combines practical measures we can act on today with a long-term vision for innovation, ensuring that environmental stewardship remains central to how we operate and deliver value for clients.

2. Baseline Emissions Footprint

Baseline Year: July 2024 – July 2025

Baseline emissions are a record of the greenhouse gases produced in the period July 2024 to July 2025 and serve as the reference point against which reductions will be measured.

BASELINE EMISSIONS	TOTAL (tCO₂e)
Scope 1 (Direct emissions – fuel, vehicles, heating)	0
Scope 2 (Purchased electricity/energy)	0
Scope 3 (see breakdown below)	71
Total	71

Scope 3 breakdown (Baseline Year)

Scope 3 Category	Description	tCO ₂ e	Notes
Category 4 – Upstream transportation and distribution	Transportation of purchased goods/services	0	Rowfield does not purchase physical goods that require upstream transport. All operations are service-based.
Category 5 – Waste generated in operations	Disposal and treatment of waste	0	Operations are almost entirely digital; no significant operational waste was generated or measured in the baseline year.
Category 6 – Business travel	Employee business travel (vehicles, rail, hotels)	71	Includes all reimbursed vehicle mileage, train travel and hotel stays.
Category 7 – Employee commuting	Home-to-work travel	0	Staff work primarily remotely / from client sites; no material commuting emissions were recorded.
Category 9 – Downstream transportation and distribution	Transportation of sold products	0	Rowfield provides professional consultancy services only; no physical products are sold or distributed.

Additional notes on zero figures (Baseline):

Rowfield owns no fleet vehicles or fixed premises. Therefore Scope 1 and Scope 2 emissions are zero.

The mandatory Scope 3 categories that are not applicable have been recorded as 0 tCO₂e with the explanations above.

3. Current Emissions Reporting

Reporting Year: July 2025 – July 2026

EMISSIONS	TOTAL (tCO ₂ e)
Scope 1	0
Scope 2	0
Scope 3 (see breakdown below)	18.84
Total	18.84

Scope 3 breakdown (Current Year)

Scope 3 Category	Description	tCO ₂ e	Notes
Category 4 – Upstream transportation and distribution	Transportation of purchased goods/services	0	Same as baseline – no physical goods purchased that require upstream transport.
Category 5 – Waste generated in operations	Disposal and treatment of waste	0	Digital-first operations; negligible waste. Will be tracked more formally under ISO 14001.
Category 6 – Business travel	Employee business travel	18.84	Vehicular 16.506 + Train 1.313 + Hotel 1.019 = 18.84 tCO ₂ e (detailed calculation below).
Category 7 – Employee commuting	Home-to-work travel	0	Staff primarily remote / client-site based; commuting not material.
Category 9 – Downstream transportation and distribution	Transportation of sold products	0	Professional services only – no physical products distributed.

Detailed calculation of Category 6 – Business travel (Current Year)

- Vehicular: 67,669.50 business miles → 108,903.50 km
 - Diesel: 38,736.6 km × 0.17304 kg CO₂e/km = 6.703 tCO₂e
 - Petrol: 60,247.5 km × 0.16272 kg CO₂e/km = 9.803 tCO₂e
 - **Sub-total vehicular: 16.506 tCO₂e**
- Train: 23,001 business miles → 37,016.6 km × 0.03546 kg CO₂e/km = **1.313 tCO₂e**
- Hotel: 98 room-nights × 10.4 kg CO₂e/night = **1.019 tCO₂e**
- **Total Category 6: 18.84 tCO₂e**

Notes on zero figures (Current Year):

Scope 1 and Scope 2 remain zero because Rowfield owns no vehicles, depots or permanent premises and does not purchase electricity directly. The same explanations given for the mandatory Scope 3 categories in the baseline year continue to apply.

4. Emissions Reduction Targets

Rowfield has adopted the following emission reduction targets:

- **Short term (by 2027):** Establish fuller Scope 3 reporting (including waste and purchased services). Target a 10% reduction in travel-related emissions (increased rail use, lift-sharing, remote working and EV adoption).
- **Medium term (by 2030):** Reduce overall emissions by 25% from the original baseline through business travel reduction, supplier engagement and greater digitalisation.
- **Long term (by 2040):** Reduce overall emissions by 50% from baseline, primarily through full electrification of reimbursed travel and enhanced supply-chain sustainability.
- **Net Zero by 2050:** Achieve 100% reduction or offset residual emissions through credible carbon removal/offsetting schemes.

Progress against these targets will be monitored annually and published in updated Carbon Reduction Plans.

5. Carbon Reduction Projects

Completed Initiatives

- Adoption of remote working and hybrid collaboration tools, reducing commuting and travel.
- Use of shared/satellite offices instead of operating permanent premises.
- Paperless processes through cloud-based project management systems.
- Use of video conferencing to minimise unnecessary site visits.

Future Initiatives

- Transition to electric vehicle mileage reimbursement where possible.
- Greater use of rail and public transport for site visits.
- Implementation of carbon literacy training for staff.
- Engagement with suppliers and subcontractors on sustainable procurement and reporting.
- Maintenance of ISO 14001 Environmental Management System for systematic monitoring and improvement.

6. Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 006 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard and uses the appropriate government emission conversion factors for greenhouse gas company reporting.

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements (where required), and the required subset of Scope 3 emissions have been reported in accordance with the

published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

Signed on behalf of the supplier and board of Directors :



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Simon Yates

Managing Director

Date: 15 September 2026

References

1. Cabinet Office – Carbon Reduction Plan guidance

Notes for completion

[2025-04-16_PPN_006_Carbon_Reduction_Plan_Template.odt](#)

2. UK Government (DESNZ). *Greenhouse Gas Reporting: Conversion Factors 2024 (Condensed Set, for Most Users, v1.1)*. Published July 2024.

Available at: <https://www.gov.uk/government/publications/greenhouse-gas-reporting-conversion-factors-2024>

3. ghg-conversion-factors-2024-condensed_set_for_most_users_v1_1

[ghg-conversion-factors-2024-condensed_set_for_most_users_v1_1.xlsx](#)

Emissions from business travel have been calculated using the 2024 UK Government GHG Conversion Factors (Business travel – land, ‘Car – average, unknown fuel’), equating to 0.2686 kg CO₂e per mile.

$\sum (\text{distance travelled by vehicle type (vehicle-km or passenger-km)} \times \text{vehicle specific emission factor (kg CO}_2 \text{ e/vehicle-km or kg CO}_2 \text{ e/passenger-km)})$

4. Technical Guidance for Calculating Scope 3 Emissions (version 1.0)

Supplement to the Corporate Value Chain (Scope 3) Accounting & Reporting Standard

[Scope3_Calculation_Guidance_0.pdf](#)

5. UK Government (Cabinet Office). *Procurement Policy Note (PPN) 006: Taking Account of Carbon Reduction Plans in the Procurement of Major Government Contracts*. Published June 2021.

Available at: [PPN 006: Taking account of Carbon Reduction Plans in the procurement of major government contracts - GOV.UK](#)

6. Greenhouse Gas Protocol. *Corporate Accounting and Reporting Standard*. World Resources Institute & World Business Council for Sustainable Development. Revised Edition, 2015.

Available at: <https://ghgprotocol.org/corporate-standard>

7. UK Government (BEIS). *Streamlined Energy and Carbon Reporting (SECR) Guidance*. 2019.

Available at: <https://www.gov.uk/guidance/streamlined-energy-and-carbon-reporting>